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29 JUN 1983

MEMORANDUM FOR: Deputy Director for Administration

FROM: Edward L. Sherman
Director of Finance

DD/A Registry

83-1678

SUBJECT: Request to Reprogram Travel Funds to Purchases of
Supplies, Equipment and Rental of Word and Data
Processing Equipment

83-1678

1. It appears that we have a surplus of roughly \$70,000 in travel funds which were budgeted two years ago in expectation of doing twelve (12) field installations of the new field accounting system. Unfortunately, CRAFT has not moved as fast as was estimated two years ago so we have not had the opportunities to use these funds as planned.

2. We do have need to fund several unfunded requirements of high priority to us. They are listed as follows:

- A. A&CD move 25X1
Partitions, replacement of obsolete desks, chairs,
files, typewriters, etc. \$20,000
- B. Compensation Division
Micro-film reader, micro-fiche reader, typewriters,
calculators. \$10,000
- C. Records Administration
Delta Data and Bell and Howell Blip Board. \$ 7,500
- D. Accounts Division
Micro-film reader, calculators. \$ 5,000
- E. Professional Computers
Rented capabilities for Policy & Plans, Compensation
Division, Monetary Division and CSAD for last two
months of FY 1983. We will absorb these costs in FY
1984 within our approved 1984 budget. \$ 6,500
- F. A "GRID" Compass Computer
For testing in CSAD and other applications.
Purchase. \$12,000

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G. Early Rental of WANG Alliance Terminals

Rental of seven (7) WANG terminals which are presently approved for rental in FY 1984 for critical workloads in Policy & Plans, Compensation, Liaison, and Career Management. \$ 6,000

TOTAL

\$67,000

3. Approval of this request will help substantially to meet word and data processing workloads and will speed up our ability to provide machine assistance to the Payroll, Monetary and CSAD functions.

[Redacted Signature Box]

25X1

Edward L. Sherman

APPROVED: Henry E. Fitzwater
Deputy Director for Administration

DISAPPROVED: Deputy Director for Administration

DATE: 1 JUL 1983

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